

The procedures for the Informal Review shall be as follows:

1. The Informal Review shall be held in executive session.
2. The Board, or its appointed Hearing Officer, shall preside over the Informal Review.
3. The Informal Review shall be orderly.
4. The purposes of the Informal Review is to provide the certified teacher with an opportunity to address the Board informally, to present to the Board the reasons why the certified teacher should not be reissued a Supplemental Contract for the Extra Duty Assignment, or why the certified teacher's Supplemental Contract should not be terminated during the contract term, whatever the case may be, and for the Board to deliberate and re-evaluate its previous decision.
5. The certified teacher may not be represented by legal counsel, unless agreed to by the Board of Trustees.
6. The certified teacher may not have other persons address the Board on the certified teacher's behalf and/or submit documentation for the Board's review, unless agreed to by the Board of Trustees.
7. The administrative staff may, but is not required to, present witnesses, and/or submit documentation, and/or make rebuttal statements during the Informal Review.
8. The Board, or the administrative staff, may question the certified teacher about matters relating to the Supplemental Contract for an Extra Duty Assignment.
9. The Board shall notify the certified teacher in writing within fifteen (15) days following the Informal Review, of its final decision in the matter.



LEGAL REFERENCE:

Idaho Code Section
33-514(2)(c)
33-515(7)(9)
33-515A
33-522

ADOPTED: October 19, 1999 (Extra-Duty Assignments)

Reviewed: May 9, 2005

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